

Attachment 8 – Staff Recruitment and Hiring Plan

Attachment 9 – Staff Development Plan

The key ingredient to UTPB STEM Academy's success is recruiting and retaining high-quality educators who are passionate and committed the mission and vision of the school. UTPB STEM Academy's goal of being fully staffed by June 1 each year has been a challenge over the last few years as the Permian Basin has experienced a teacher shortage. UTPB STEM Academy has several recruitment strategies that have proven effective: (1) UTPB STEM Academy works closely with various departments within UTPB to recruit recent graduates. Several of our current employees are also adjuncts with the College of Education and have been able to discuss employment opportunities with UTPB students. (2) UTPB STEM Academy also recruits through the "STEM Family". STEM family and friends help spread the word throughout the community and within Texas about teaching opportunities. (3) UTPB STEM Academy has also recruited teachers from the sub pool. UTPB STEM Academy will coach and mentor substitutes who are interested in pursuing their education in teaching. The teachers coming from the substitute pool often have a good understanding of the culture of the school and the expectations of teachers, this recruitment method gives UTPB STEM Academy a chance to "grow our own" educators. UTPB STEM Academy teachers are considered UTPB employees and are able to participate in the UTPB Employee Scholarship. This scholarship has been a major incentive to not only help substitutes pursue a teaching degree but has also encouraged and paved the way for many STEM teachers to complete a Master's Degree. UTPB STEM Academy strongly encourages continued learning for all teachers.

UTPB STEM Academy seeks highly qualified teachers who are certified in the content areas being taught. Recruitment of teachers is year round to ensure the school is fully staffed by the beginning of July. Once a potential teacher candidate is recommended by the hiring committee, UTPB STEM Academy will work with UTPB Human Resources Department to ensure all hiring procedures are followed including background checks and fingerprinting prior to an offer.

After the hiring process is finalized and the teacher has signed an offer letter that shows a commitment to teaching, UTPB STEM Academy welcomes each new teacher through a robust induction program. New teacher hires are invited to participate in a summer learning series, "Coffee with Coaches", to help onboard new teachers with the culture of the school. Weekly lessons include becoming familiar with the campus and the leaders, professional development in project based learning, deep dive into their curriculum and scope and sequence. Throughout the year teachers participate in weekly PLCs with both grade level teams and with horizontal content teams. Friday afternoons are reserved for professional development as well as teacher collaboration. UTPB STEM Academy believes instructional staff need quality time to plan and prepare high quality instruction. Together with a well-developed professional development plan, teacher support personnel, and time, UTPB STEM Academy teachers are continue to grow and learn in their craft.

1. How does UTPB STEM Academy recruit outstanding teachers?
 - a. UTPB Departments
 - b. Word of Mouth- STEM Family and Friends
 - c. Substitute Pool- "Grow Your Own"
2. What is the process to apply and get hired as a teacher at UTPB STEM Academy?
 - a. Apply online through UTPB Human Resources
 - b. Successfully pass UTPB background check and DPS Fingerprinting
 - c. Interview with UTPB STEM Academy Hiring Committee (Principals, Coaches, and grade level teachers)
 - d. Sign offer letter to commit to employment for the upcoming school year.
3. Does UTPB STEM Academy offer an induction program for new teachers?
 - a. Coffee with Coaches
 - i. Culture of the school
 - ii. Project Based Learning
 - iii. Curriculum and Scope & Sequence
4. What does UTPB STEM Academy offer for yearly Professional Development?
 - a. 5-7 days prior to the start of school
 - b. Friday afternoons- targeted needs of the campus
 - c. Weekly PLCs with principals and coaches
 - d. Region 18 Tailor Made Package
5. What are the target and personalized supports in place for teachers?
 - a. PLCs - grade level and vertical content
 - b. Instructional coaches- mentoring and co-teaching
 - c. Department Chairs and Instructional Leads
 - d. On-going professional development opportunities
6. What teacher evaluation system does UTPB STEM Academy use for yearly evaluations?
 - a. TTESS- all principals are trained and certified to be official TTESS evaluators